

# SUMMARY MINUTES

ABAG Finance and Personnel Committee Meeting  
Thursday, July 21, 2016  
Bay Area Metro Center  
375 Beale Street, Claremont CR 120  
San Francisco, California

## 1. CALL TO ORDER / ROLL CALL / CONFIRM QUORUM

ABAG Finance and Personnel Committee Chair Bill Harrison, Mayor, City of Fremont, called the meeting of the Finance and Personnel Committee of the Association of Bay Area Governments to order at about 5:02 p.m.

A quorum of the Committee was present.

### Members Present

Bill Harrison, Mayor, City of Fremont—Chair  
David Cortese, Supervisor, County of Santa Clara  
Pradeep Gupta, Vice Mayor, City of South San Francisco  
Scott Haggerty, Supervisor, County of Alameda  
Karen Mitchoff, Supervisor, County of Contra Costa  
Greg Scharff, Vice Mayor, City of Palo Alto  
Linda Seifert, Supervisor, County of Solano  
Julie Pierce, Councilmember, City of Clayton—*Ex officio*  
Mark Luce, Supervisor, County of Napa—*Ex officio*

### Members Absent

Desley Brooks, Councilmember, City of Oakland  
David Rabbitt, Supervisor, County of Sonoma—*Ex officio*

### Staff Present

Ezra Rapport, Executive Director  
Kenneth Moy, Legal Counsel  
Brad Paul, Deputy Executive Director  
Courtney Ruby, Interim Finance Director  
Marti Paschal, Interim Assistant Director of Administrative Services

## 2. PUBLIC COMMENT

There was no public comment.

## 3. APPROVAL OF ABAG FINANCE AND PERSONNEL COMMITTEE SUMMARY MINUTES OF MEETING ON JUNE 16, 2016

Chair Harrison recognized a motion by Karen Mitchoff, Supervisor, County of Contra Costa, which was seconded by Julie Pierce, Councilmember, City of Clayton, to approve the Finance and Personnel Committee summary minutes of June 16, 2016.

The ayes were: Harrison, Cortese, Gupta, Haggerty, Mitchoff, Scharff, Seifert, Pierce, Luce.

The nays were: None.

The abstentions were: None.

The absences were: Brooks, Rabbitt.

The motion passed unanimously.

**4. PRESENTATION AND REVIEW OF FINANCIAL REPORT FOR MAY 2016**

Ruby Courtney, ABAG Interim Finance Director, reported on the Financial Report of May 2016.

Chair Harrison asked the question regarding the receivables. Ruby reported that as of July 10, 2016, we had received \$600,000 of the \$1.96 million invoiced for the Fiscal Year 2016-17 ABAG membership dues. The amount outstanding was \$1.36 million.

Chair Harrison responded that this amount is a little less than a third. He wanted to know if this pattern was consistent with prior years. Ruby responded that the pattern was consistent with prior years.

There was no public comment.

Chair Harrison recognized a motion, which was seconded, to approve the Financial Report for May 2016.

The ayes were: Harrison, Cortese, Gupta, Haggerty, Mitchoff, Scharff, Seifert, Pierce, Luce.

The nays were: None.

The abstentions were: None.

The absences were: Brooks, Rabbitt.

The motion passed unanimously.

**5. REPORT ON PAYMENT OF MEMBERSHIP DUES FOR FISCAL YEAR 2016-17**

Ruby reported on payment of membership dues for Fiscal Year 2016-17.

**6. REPORT ON LINE OF CREDIT RENEWAL WITH BANK OF THE WEST**

Ruby reported on the line of credit renewal with Bank of the West. We had anticipated signing documents by the end of June; however, it was delayed by having to complete an environmental questionnaire. They have received documentation and should be approved shortly.

The Committee entered Closed Session at about 5:02 p.m.

**7. CLOSED SESSION**

**A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Title: Executive Director

**B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Title: Legal Counsel

The Committee returned to Open Session at about 6:40 p.m.

There was no reportable action out of Closed Session.

**8. OPEN SESSION: PUBLIC EMPLOYEE COMPENSATION ACTION**

- A.** Committee consideration and action on proposed increase in the compensation of the Executive Director.

There was no report.

- B.** Committee consideration and action on proposed increase in the compensation of the Legal Counsel.

There was no report.

**9. ADJOURNMENT / NEXT MEETING**

The meeting adjourned at about 6:40 p.m.

The next regular meeting of the ABAG Finance and Personnel Committee will be on September 15, 2016.

Submitted:

/s/ Courtney Ruby, Interim Finance Director

Date Submitted: September 1, 2016

Date Approved: September 15, 2016

*For information, contact Fred Castro, Clerk of the Board, at (415) 820 7913 or FredC@abag.ca.gov.*